



Educational Absence Request Approval Form

Frank Morgan Elementary School

3210 Village Pointe Drive Clemmons, NC 27012

Educational requests must be submitted at least two weeks in advance in order to be considered for approval. Requests received during or after the trip will be denied. Only 5 days cumulative may be approved as excused during a school year.

While many experiences are exciting and children do gain knowledge or add to what they already know based on the experience, all experiences do not reinforce the Common Core Standards. The experiences should reinforce curriculum standards, which may be found at <http://www.commoncoreworks.org/Page/239>, or the experience must provide a unique opportunity for the child. Note: Family trips to Disney, long weekends at the beach or mountains, as well as family reunions and celebrations are not normally experiences that are related to the curriculum. So if you request an excused absence for educational opportunity for such a trip, you need to be specific which aspects of the trip will be educational.

Student First and Last Name _____ Homeroom Teacher _____

Date(s) of Trip _____ Number of School Days Missed _____

Destination of Trip _____

Grade Level Standard Reinforced by Trip: (Example: Grade 3 Writing Standard: Write informative/explanatory texts to examine a topic and convey ideas and information clearly.) <http://www.commoncoreworks.org/Page/239>,

Activities that align with the standards: (Describe in detail specific academic activities the child will be engaged with that align with the above standards.)

Note: Your child must complete all missed assignments as well as maintain a daily journal regarding the educational activities. The journal is to be submitted to the Principal when the child returns to school.

Parent Contact Information: (name and phone number) _____

I acknowledge that nothing could replace the contact time in the classroom and that additional parental support may be needed to complete missed assignments. Missing direct classroom instruction may lead to misunderstandings of content ultimately impacting grades on assessments.

Parent Signature: _____ Date: _____

Completion of the form does not insure approval. You will be contacted with the decision prior to the trip.

For office use only

Date Received _____

Principal Decision: Approved Denied

If approved, dates excused: _____ Administrator Signature _____